

**Public Safety Communications Advisory Commission (PSCC)  
Summary of Minutes - Regular Public Meeting**

**Tuesday, February 14, 2012**

***Not Yet Approved by the Commission***

**PSCC Voting Members Present**

- Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
- Joe Anderson, Assistant Chief, Bullhead City Fire Department
- Steven Campbell, Chief, City of El Mirage Police Department
- Tracy Montgomery, Assistant Chief, Phoenix Police Department
- Gilbert Orrantia, Director, Arizona Department of Homeland Security
- Kathleen Robinson, Assistant Chief, Tucson Police Department (Teleconference)
- Dan Wills (Teleconference)
- Dewayne Woodie, Fire Chief, Ganado Fire District/EMS (Teleconference)

**PSCC Voting Members Absent**

- Michael Brashier, Communications Manager, City of Casa Grande
- Amy Brooks, Captain, Apache Junction Fire Department
- Jan Hauk, Past President, Arizona Fire District Association Representative
- William Pribil, Sheriff, Coconino County
- Patrick Quinn, Deputy Chief, Tucson Fire Department
- Mike Worrell, Captain, Phoenix Fire Department

**Public Safety Interoperable Communications (PSIC) Office Attendees:**

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office, ADOA-ASET
- Justin Turner, Deputy Statewide Interoperability Coordinator, PSIC Office, ADOA-ASET
- Suesan Nordman, Project Manager, PSIC Office, ADOA-ASET
- Michael Britt, Project Manager, PSIC Office, ADOA-ASET
- Jeffrey Crane, Project Manager, PSIC Office, ADOA-ASET

**Additional Meeting Presenters**

- Lisa Hansen, Assistant Director Planning and Preparedness, Arizona Department of Homeland Security
- David Felix, Executive Director, Regional Wireless Cooperative
- Bill Phillips, Enterprise Technology Manager, Regional Wireless Cooperative
- Mark Venuti, SIEC Co-Chair

**16 Interested parties and members of the public were also present.**

## **Call to Order and Roll Call**

The meeting was called to order at 1:05 PM by PSCC Chairman Designee Aaron Sandeen. Roll call was then taken by Mr. Justin Turner, Deputy Statewide Interoperability Coordinator. Due to an initial lack of quorum, Chairman Sandeen requested an informational update from the Arizona Department of Homeland Security (AZDOHS). During the AZDOHS presentation, Commissioners Wills and Montgomery arrived and a quorum of the PSCC was declared present as noted above.

## **Arizona Department of Homeland Security Update**

*Presenter: Lisa Hansen, Assistant Director Planning and Preparedness, Arizona Department of Homeland Security*

### *Information & Discussion Item*

Ms. Lisa Hansen briefed the Commission on the status of a number of Federal Homeland Security Grants. Ms. Hansen informed the Commission that the FFY 2012 Grant Guidance was released on February 17, 2012. The AZDOHS will be conducting grant information seminars on February 20-24, 2012 with grant applications due to AZDOHS no later than 5 PM on March 2, 2012. Ms. Hansen also reviewed the allocation of Federal Homeland Security Grants funds to Arizona over the past three years. Additional topics discussed by Ms. Hansen include:

- State Preparedness Report (SPR)
- Target Capabilities Assessment (TCA) will transition to the Core Capabilities Assessment (CCA)
- FFY 2013 National Preparedness Grant Program (NPGP)
- FFY2007 Public Safety Interoperable Communications Grant Program
- Border Interoperable Grant Program (BIDP)
- FFY 2011 Interoperability Projects

## **Approval of Minutes:**

**- September 20, 2011 PSCC Public Meeting**

**- November 23, 2011 PSCC Public Meeting**

### *Action Items*

Following the AZDOHS presentation and the establishment of a quorum as noted above, Chairman Sandeen asked for comments on the September 20, 2011 PSCC meeting minutes. Hearing none, Chairman Sandeen asked for a motion to approve the minutes. Commissioner Steven Campbell made a motion to approve the minutes. The motion was seconded by Commissioner Gilbert Orrantia. The motion was unanimously carried and the minutes were approved.

Chairman Sandeen asked for comments on the November 23, 2011 PSCC meeting minutes. Hearing none, Chairman Sandeen asked for a motion to approve the minutes. Commissioner Joe Anderson made a motion to approve the minutes. The motion was seconded by Commissioner Tracy Montgomery. The motion was unanimously carried and the minutes were approved.

## **Revisions to the Arizona Interoperable Channels Plan**

*Presenter: Michael Britt, Project Manager, PSIC Office*

### *Action Item*

Dr. Michael Britt briefed the Commission on proposed changes to the Arizona Interoperable Channels Plan. The Interoperable Channels Plan was last updated and approved in August, 2011. After publication, the PSIC Office received feedback regarding two changes which may reduce confusion in

the context of working with federal agencies, and responders from outside Arizona. The proposed changes were discussed by the Interoperable Channels Plan Working Group and were approved by the SIEC on January 11, 2012. Following a review of the changes, Dr. Britt requested PSCC approval of the updated Interoperable Channels Plan with the following changes:

- Rename 8TAC95/8TAC95D to 8AZTAC5/8AZTAC5D
- Replace VTAC33-34 with VTAC36-37

Commissioner Dan Wills made a motion to approve the revised Arizona Interoperable Channels Plan. The motion was seconded by Commissioner Steven Campbell. The motion was unanimously carried and the Arizona Interoperable Channels Plan was approved.

### **RWC/TRWC and the 2017 FCC deadline for 700 MHz Narrowbanding**

*Presenter: David Felix, Executive Director, Regional Wireless Cooperative and Information & Discussion Item*

Mr. David Felix briefed the commission on the Federal Communication Commission (FCC) mandate that all 700 MHz public safety equipment must be narrow-banded by December 31, 2016. The impact of this mandate is the potential of losing seamless wide-area roaming for the Regional Wireless Cooperative (RWC) and Topaz Regional Wireless Cooperative (TRW0C), which employ mixed 700/800MHz systems. Mr. Felix provided an overview of the mandate, and the expected impact to the RWC and TRWC systems, among others. Following the presentation, Mr. Felix requested PSCC approval of the Multi-Agency Petition to the FCC regarding the 700 MHz Narrowbanding Deadline.

Following a discussion of the petition, Commissioner Tracy Montgomery made a motion to approve the Petition to the FCC regarding the 700 MHz Narrowbanding Deadline. The motion was seconded by Commissioner Gilbert Orrantia. The motion was unanimously carried and the Petition was approved.

### **Statewide Interoperability Executive Committee (SIEC) Update**

*Presenter: Mark Venuti, SIEC Co-Chair Information & Discussion Item*

Mark Venuti briefed the commission on the recent activities of the Statewide Interoperability Executive Committee (SIEC). The SIEC met on October 18, 2011 in Phoenix and again on January 11, 2012 in Bullhead City. The January meeting was scheduled to coincide with the annual AZ Ambulance Association and AZ Fire Districts Association meetings in Laughlin. Topics covered during Mr. Venuti's presentation include:

- 2 Approved Action Items:
  - Communications Unit Training Coordination Procedure
  - Interoperable Channels Plan
- CASM Update
- RCSC Update
- NIMS-CU Workgroup Update
- Review of 2011 Arizona Statewide/Vigilant Guard Exercise
- 2011 Technical Assistance (TA) Review
- RWC/TRWC and the 2017 FCC deadline for 700 MHz
- Narrowbanding

## **Narrowbanding: One Year to Go**

*Presenter: Justin Turner, Deputy Statewide Interoperability Coordinator*

### *Information & Discussion Item*

Mr. Justin Turner provided an overview to the Commission on the status of Narrowbanding in Arizona. With less than one year until the narrowband deadline, 53% of the nation has re-licensed in Narrowband only, or mixed (narrow and wide) mode. In Arizona, 70% of licenses are either Narrow only or mixed. Mr. Turner reviewed the narrowband mandate, discussed potential consequences for failing to meet the mandate and discussed the waiver process.

Mr. Turner then discussed the results of a survey conducted by the PSIC office of stakeholders and Arizona FCC Public Safety license holders. The survey included 13 high-level questions relevant to the current status and future plans (if applicable) for the narrowbanding conversion. Mr. Turner discussed ways agencies are meeting the mandate, reviewed cost and funding considerations, and provided numerous resources related to narrowbanding.

## **National Public Safety Broadband Network – State’s Role in Network Identifier Administration**

*Presenter: Michael Britt, Project Manager, PSIC Office*

### *Information Item*

Dr. Michael Britt updated the commission on the status of efforts to create a National Public Safety Broadband Network, and provided a detailed overview on the States’ role in administering Network Identifiers. The FCC recently published Order DA-12-25A1 which requires the Public Safety Spectrum Trust – Operator Advisory Council (PSST-OAC – 21 waiver recipients) to take several steps related to Numeric Identifier Administration. Dr. Britt discussed several proposed approaches with the Commission. Nationally, there is a strong tendency toward having State level authority/responsibility for establishing policies appropriate to each State while assuring interoperability both within the state and on a national level.

## **Presentation of NECP Goal Two Compendium of Findings**

*Presenter: Justin Turner, Deputy Statewide Interoperability Coordinator*

### *Information & Discussion Item*

Mr. Justin Turner provided the Commission with a summary of Arizona’s National Emergency Communications Plan (NECP) Goal Two Results. Mr. Turner provided a brief background on the NECP, the process followed in Arizona, and the metrics used to evaluate Goal Two performance. In 2011, PSIC worked with Arizona’s 13 non-UASI counties to assess their ability to demonstrate response-level emergency communications during a routine event. Observed events included participation from 116 State and local public safety agencies and Non-Governmental Organizations (NGOs), 12 Tribal agencies and six Federal agencies. Thirty-two individuals served on one or more observation teams.

Mr. Turner also discussed the release of the *Arizona Compendium of Findings and Recommendations from National Emergency Communications Plan (NECP) Goal 2 Observations*. The *Compendium* seeks to improve understanding of the current state of interoperable communications across Arizona. Mr. Turner then briefed the Commission on each of the fourteen elements observed during the goal two process, and discussed the summary results and high level findings from the observations.

### **PSIC Office – Multiple Project Updates**

*Presenter: Suesan Nordman, Project Manager, PSIC Office  
Information & Discussion Item*

Due to time constraints, Ms. Suesan Nordman did not review the *PSIC Office Key Updates* handout. Ms. Nordman did highlight the upcoming PSCC and SIEC meetings and requested the Commission read the handout for further details on activities of the PSIC Office.

### **Comments from the Public**

No comments from the public were received.

### **Adjournment**

Chairman Sandeen adjourned the meeting at 3:03 PM.

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Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the Public Safety Interoperable Communications Office at the Arizona Department of Administration. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.